

Subject: Re: Venice BID - change of mailing address request
From: Tara Devine <tara@venicebeachbid.com>
Date: 03/16/2018 04:54 PM
To: Rita Moreno <rita.moreno@lacity.org>

Utilities are in process. I'll update the phone number once we have established it and have regular office hours to answer it. Until then, please leave the 213 number in place; we'll keep that connected and available for an overlap period. Until I email otherwise, please keep # same.

We do not plan to have a fax.

On Fri, Mar 16, 2018 at 4:47 PM, Rita Moreno <rita.moreno@lacity.org> wrote:
Thanks, Tara. What about the phone number? Is there a fax number?

On Fri, Mar 16, 2018 at 1:27 PM, Tara Devine <tara@venicebeachbid.com> wrote:

Dear Rita:

At your earliest opportunity, please update any relevant City records to reflect the BID's new, permanent address:

[1320 Pacific Avenue](#)
[Venice, CA 90291](#)

We have occupancy of the premises (and mail delivery) now, and expect to establish regular hours of operation on or before May 1. We will send a mailing to our property owners when we can provide a firm date/hours (in addition to our eblast list.) All future board, staff and BID mailed correspondence should be directed to this address. [8 Horizon Ave](#) should be deleted (it was a temporary address only.)

If you need me to complete a form, etc., kindly furnish and I'll be happy to do so.

Warmest regards,
Tara

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Rita Moreno
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